**LOCAL OUTCOME IMPROVEMENT PLAN DELIVERY GROUP**

Wednesday 1 Sept 2021, 10am – 12pm

MS Teams

**MINUTE**

Members present

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| Bridie Ashrowan | Edinburgh Voluntary Organisations’ Council (EVOC) |
| Hugo Clark | MoD, Army, Edinburgh Garrison |
| Jan-Bert van den Berg | COMPACT Partnership |
| Lynne Cooper | Scottish Enterprise |
| Julie Coyle | Skills Development Scotland |
| Nick Croft | Edinburgh College |
| Tony Duncan | Edinburgh Health and Social Care Partnership (EHSCP) |
| Euan Hamilton | Equalities and Rights Network |
| Rona Hunter | Capital City Partnership |
| Steve Kerr | Edinburgh Association of Community Councils |
| Keith Langley | Scottish Fire and Rescue Service |
| Kirsteen Scott | Scottish Enterprise |
| Judith Stonebridge | NHS Lothian |
| Elin Williamson | City of Edinburgh Council |

In attendance

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| Chris Adams | City of Edinburgh Council |
| Julie Dickson (note) | City of Edinburgh Council |
| Rebecca Divine (RD) | NHS Lothian |
| Michele Mulvaney (MM) | City of Edinburgh Council |

Apologies

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| Kate Barlow | NHS Lothian |
| David Cooper | City of Edinburgh Council |
| Martin Higgins | NHS Lothian |
| Chopsy McBurnie | DWP |
| Neill Whiteside | Police Scotland |

1. **Welcome & Apologies**

As above

1. **Note of last meeting – paper circulated**

Agreed

1. **Action tracker**

The action tracker was reviewed and actions closed or given timescales as appropriate

1. **Co-option of members**

Bridie Ashrowan, Steve Kerr and Laurene Edgar were all co-opted onto the group with unanimous approval

1. **Priority action trackers**

Priority 1 - *Enough money to live on.* Kate had comprehensively updated the action tracker for priority 1. Rebecca added that the paper on Affordable Credit had now been circulated to all members for comment and the action plan would be pulled together for the Autumn meeting for a launch at top money week in November. Chris advised that he can provide an update on the 1 in 5 activity.

Priority 2 - *Access to work, learning and training opportunities.* Rona advised that there had been a flurry of activity over the previous few months and all actions are moving forward. Maximise BAME project funding was approved by The Robertson Trust for new Maximise Me to start 2022 until 2025. The action to improve coordination of support is progressing slower than the rest as the support has not yet been provided in this area and in terms of Edinburgh Partnership to commit to monitoring and reporting on inclusion of and impacts for people living on low incomes, there is good reporting but it is inconsistent.

Priority 3 – A good place to live. Judith advised that as yet there is not a detailed action plan for priority 3. However, a lot of work has been done within the Joining the Dots forum around this. Tony commented that it would be useful to know the make-up of each of the priority sub-groups.

Decisions

* Bridie to link in with Kate and Rebecca on priority 1 re what role the community and Third Sector can play
* Chris to link in with Michele to provide an update on the 1 in 5 activity
* Meeting to be arranged with the Community Safety Partnership to look at support for prison leavers
* List of each priority sub-group membership to be circulated to members
* Tony to link Hugo in with Linda Irvine-Fitzpatrick
* Convene a meeting to further develop details for delivery plan associated with priority 3

1. **Delivery Plan**

Michele advised that she has feedback from David Cooper in some areas and Eleanor Cunningham in others. Where there is no obvious lead the Community Planning Support Team (CPST) can be noted as lead. However, she asked priority leads to complete timescales and lead columns. Chris and Michele agreed that the plan is aligned to the work of the poverty commission.

There was some discussion about how the wider community entrepreneurship could be illustrated and agreement that this is a challenging area. Case studies were mentioned, and Michele advised that case studies are a part of the LOIP Performance Framework. There has been work with partners on standardising a format for reporting purposes but also to be used on the Edinburgh Partnership website.

Bridie highlighted that Jan-Bert is still noted as the representative of COMPACT Partnership but added that COMPACT is no longer functioning. She explained that it is important to acknowledge what has been learned from it and what we are doing differently now. It was agreed that this issue could sit within the Joining the Dots work.

Decisions

* Priority leads to complete timescales and leads columns and send to Michele
* Case study format to be agreed and a template circulated
* COMPACT Partnership discussion to be brought to the Joining the Dots forum

**7. Performance Measures**

Catherine explained that Michele had asked for input around measurements, how to measure the impact of the actions in the delivery plan and whether there was data from the Council’s Business Plan that could be used. Michele clarified to the group that the document focused on action measures from the delivery plan rather than outcome metrics. She explained that the outcome measures have yet to be realigned to the poverty commission work and that it would be helpful to have a separate workshop with leads re outcome measures. Furthermore, where an action plan or implementation plan is being developed this is reflected and this is the milestone measure. It was agreed that this should be referenced in the covering paper to the Board.

Decisions

* Workshop with priority leads to identify and agree outcome measures
* Rona to meet with Catherine re priority 2 measures

**8. AOB**

The EP Board had a presentation on the climate strategy and it was agreed that a dedicated workshop on how to incorporate the aspirations of the strategy into the LOIP would be arranged.

It was suggested that the format of future meetings should include a business section at the front end with the rest of the meeting being opened up to other agenda items, suggestions on topics/ thematic discussions from members of the group.

Decisions

* Julie to send potential dates for climate/LOIP workshop in a doodle poll
* Members to forward suggestions of topics for themed discussions in advance of future meetings

**9. DONM**

Agreement that it would be helpful to have future meetings scheduled in for the next 12 months, aligned to the quarterly EP Board meeting i.e. 6 weeks in advance.

Decision

* Julie schedule in next meeting for October plus further 3 meetings